

**Request for Proposal 2010-64  
Consulting engineering services  
Bolton Downtown Core Public Parking Study**

Sealed Proposals, one original and three additional copies, in clearly marked envelopes which includes the prescribed form(s) as instructed, are to be delivered to Purchasing & Risk Management Division, Corporate Services Department, 6311 Old Church Road, Lower Level, Caledon, Ontario, L7C 1J6, prior to 2:00:00 P.M. LOCAL TIME (as per time clock located in the Purchasing & Risk Management Division) on **Thursday September 9, 2010**.

The Town of Caledon is seeking to retain the services of a qualified Consulting Engineering Firm to complete a Parking Study of the Downtown Core Area of Bolton in the Town of Caledon.

The Proponent is responsible for any and all costs associated with the preparation and submission of the Proposal. The Town will not be liable to pay any such costs or reimburse the Proponents in the event the Town decides to reject all Proposals.

A Selection Committee will evaluate the submitted Proposals based on a combination of qualifications and price (refer to evaluation criteria). A two-envelope Request for Proposal process will be utilized for this submission (envelopes to be provided by the Proponent). Proposal submission in envelope #1 will be sealed and contain technical information only, with no reference to fees. Proposal submission in envelope #2 will be sealed and include detailed fees to complete the project.

All submissions should provide sufficient information to permit the Town to reach an accurate assessment of the quality of the submission

Proposals received after the deadline, whether delivered personally, or if mailed, regardless of postal markings, will not be opened. Fax or electronic (email) submissions will not be accepted. The onus is on the Proponent to ensure that the Proposal is received in the proper location and before the closing time.

Documents may be obtained from the Town of Caledon, Purchasing & Risk Management Division, Town Hall, 6311 Old Church Road, Lower Level, Caledon, ON L7C 1J6 for a non-refundable fee of \$15.00 (HST included), payable in cash or by cheque; made payable to The Corporation of the Town of Caledon. Please contact Maria Giovannone at [maria.giovannone@caledon.ca](mailto:maria.giovannone@caledon.ca) for further information.

Karen Kellman BA, CPP, CHRP  
Purchasing & Risk Management Division  
Corporate Services Division